



COLLIN COUNTY

**Stacey Kemp
County Clerk**

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TO: Judge Keith Self
Commissioner Matt Shaheen
Commissioner Cheryl Williams
Commissioner Joe Jaynes
Commissioner Duncan Webb

FROM: Stacey Kemp, County Clerk

RE: American National Bank Remote Deposit Service

DATE: December 19, 2012

The County Clerk respectfully requests consideration and approval of the implementation of American National Bank's Remote Deposit Capture Service. This service will enable the County Clerk to deposit checks immediately by scanning the check directly into American National Bank's software system for availability the same day. It has been in use in the Tax Assessor/Collector's office for two years and has shown to be successful.

Benefits of the service include the same day deposit of checks as opposed to a two to three day turn around, the reduction in staff time spent on preparing check deposits, eliminating the need to copy the checks for the bookkeeper and the ability to generate images of both the front and back of deposited checks as needed for reporting purposes.

The start-up cost for this service is \$2,015.26 which includes two (2) check scanners at \$725 each, two (2) one year maintenance packages at \$136 each and two (2) licenses for Windows 7 OS at \$146.63 each.

Computers will be furnished by IT from its surplus inventory which will eliminate the need to buy two new machines at the estimated cost of \$1,900. This will increase the County Clerk's computer inventory by two; however, the cost will be offset by a gain in office efficiencies and a reduction in staff time and office resources.

Please do not hesitate to contact me should you have any questions regarding this service.